

# MEDICATION ADMINISTRATION

## Certificates of Completion

- Two-hour course completion
- One-hour Initial Skills Competency evaluation
- Reassessment Skills Competency evaluation

## Reassessment of Skills Due

- IQ4K - Every two years
- Head Start - Annually
- NAEYC - Annually
- QPPS - Annually

## MEDICATION ADMINISTRATION SKILLS COMPETENCY COURSE AND EVALUATION

Individuals responsible for administering medication to children in Early Care and Education (ECE) settings shall complete the two-hour Medication Administration Skills Competency course and successfully complete the in-person skills competency evaluation (test-out). The course certificate is valid for 5 years. The skills competency (test-out) is a quality measure and should be reassessed per the ECE programs' quality protocol (every 1-2 years) or whenever a medication error occurs.

Participants who have completed the course will have a maximum of 30 days to complete the initial skills evaluation and a maximum of 30 days after their skills competency reassessment is due to renew their certificate. After a period of 30 days, the participant will be required to repeat the two-hour course. No additional credit hours will be given if the course is repeated within the 5-year period per DHS rules.

The participant is responsible for scheduling their reassessment evaluation and must provide a copy of the completion certificates for both the two-hour course and initial skills competency evaluation.

The skills evaluation must be performed by a Registered Nurse (RN). If the RN is not a Child Care Nurse Consultant (CCNC), they must work with a CCNC in their county or region to obtain the paperwork, skills competency kit, and approval.

